

CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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| PUBLIC MEETING MINUTES: | BOARD OF LANDSCAPE ARCHITECTS |
| MEETING DATE AND TIME: | Thursday, August 13, 2009 at 9:00 a.m. |
| PLACE: | Conference Room B, Cannon Bldg, 861 Silver Lake Blvd Dover, DE 19904 |
| MINUTES APPROVED | November 12, 2009 |

MEMBERS PRESENT

Deborah Van Dermark-Billeter, Professional Member, Secretary
Matthew Spong, Professional Member, Treasurer
Ronald Sherman, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Allison Reardon, Deputy Attorney General
Shauna Slaughter, Administrative Specialist

MEMBERS ABSENT

Goodwin Cobb, IV, Public Member

CALL TO ORDER

Ms. Van Dermark-Billeter called the meeting to order at 9:25 a.m.

REVIEW OF MINUTES

The Board reviewed the minutes for the May 14, 2009 meeting. Mr. Sherman made a motion, seconded by Mr. Spong, to approve the minutes as amended. The motion carried unanimously.

UNFINISHED BUSINESS

Discussion Regarding Proposed Language Changes for Rules and Regulations

The discussion regarding revisions to section 4.0 of the rules and regulations was tabled until the November meeting.

The Board reviewed a draft of revisions to section 7.0 of the rules and regulations. Some additional changes were requested. Ms. Reardon will make the requested changes and present a new draft to the Board for review at their November meeting.

The Board reviewed documentation from CLARB regarding the LA CES Program. CLARB requested that the Board review the program and decide whether they will automatically accept CE courses that have been approved by that program. Mr. Spong made a motion, seconded by

Ms. Van Dermark-Billeter, to automatically accept CE that is approved by the LA CES Program. The motion carried unanimously.

Discussion Regarding Emeritus Status

The Board reviewed a Delaware Supreme Court rule regarding emeritus status for attorneys that was provided by Ms. Reardon. Ms. Reardon advised the Board that no other Boards within the Division of Professional Regulation have emeritus status, and it would require a legislative change if they wanted to implement it. The Board will revisit this topic when they have other legislative changes that need to be made.

Discussion Regarding Strategic Planning

A brief discussion took place about the Board creating a strategic plan. A copy of the Geology Board's strategic plan was provided to the Board for them to see the format of a strategic plan. Some items that the Board is considering adding to their strategic plan are: Continue discussing emeritus status; Rule and Regulation revisions; and Creating a newsletter. Ms. Reardon advised that she has a blank template that can be used to create a strategic plan. Ms. Slaughter will forward the blank template to the Board for review prior to the next meeting.

Continuing Education Audit Review

The Board continued reviewing audit information submitted by the licensees who were selected for random audit. Certified letters will be sent to licensees who still have deficiencies to notify them of the specific deficiency and what they need to do to correct it.

NEW BUSINESS

Ratification of Applications for Licensure by Reciprocity

Mr. Sherman made a motion, seconded by Mr. Spong, to ratify the application for licensure by reciprocity for Donna Sanders. The motion carried unanimously.

Mr. Sherman made a motion, seconded by Mr. Spong, to ratify the application for licensure by reciprocity for Daniel Biggs. The motion carried unanimously.

Ratification of Applications for Certificate of Authorization

Mr. Sherman made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for The Faux Group, Inc. The motion carried unanimously.

Mr. Sherman made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Rodney Robinson Landscape Architects, Inc. The motion carried unanimously.

Mr. Sherman made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for BL Companies Mid Atlantic, Inc. The motion carried unanimously.

Discussion Regarding CLARBs Annual Meeting

Ms. Slaughter advised the Board of the dates and location for CLARBs annual meeting and that there are funds in the CLARB account to cover the cost for one Board member to attend. Ms. Van Dermark-Billeter was the only member who expressed an interest in attending, but she was

not sure if her schedule would allow her to. She will contact Ms. Slaughter to advise if she will be able to attend.

Discussion Regarding the CLARB Board of Directors Officer Election Info and Ballot

Ms. Slaughter informed the Board that information was received from CLARB regarding the Board of Directors election. The Board advised that they did not wish to vote in this election.

Discussion Regarding the Fiscal Year 2008 Investigative Report

The Board reviewed the Fiscal Year 2008 Investigative Report that was prepared by the Investigative Unit. This information was provided for informational purposes.

Election of Board President to Replace Rodney Robinson

Ms. Slaughter asked the Board if they wanted to elect a new board president at this time since the former board president, Mr. Robinson, resigned from the Board. The Board decided to hold off until their regularly scheduled elections in February to elect a new president.

Other Business before the Board (For Discussion Only)

Ms. Slaughter advised the Board that Ms. Warren did some research while the Board was meeting and found out that the Board of Land Surveyors considered an emeritus or retired status, but decided not to do it, and the Board of Architects have never considered it at all.

Correspondence

There was no correspondence.

Public Comment

There was no public comment.

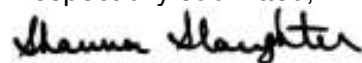
Next Meeting Date

The Board will hold the next meeting on November 12, 2009, at 9:00 a.m. in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

There being no further business before the board, Mr. Spong made a motion, seconded by Mr. Sherman, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 11:23 a.m.

Respectfully submitted,



Shauna Slaughter, Administrative Specialist II
Board of Landscape Architects